


Office of Environment, Safety and Health	Disseminating Nuclear Safety Research Results	 Approved _____ Date _____
EH-3x	Standard Procedure	EH-3x-SP-04 Rev 2

1. PURPOSE

This Standard Procedure specifies how the Office of Environment, Safety and Health (EH) will disseminate nuclear safety research results.

2. APPLICABILITY

This Standard Procedure applies to the Office of Nuclear Safety Research (ONSR). This Standard Procedure is maintained by the Deputy Assistant Secretary for Corporate Performance Assessment.

This Standard Procedure is a living document that will be revised as conditions change, and as experience shows ways to improve it. The Office of Nuclear Safety Research welcomes constructive comments on this procedure.

3. OBJECTIVES

ONSR will disseminate the results of nuclear safety research to those in the Department who can benefit from this information. Research results include both research sponsored by ONSR as well as research performed by entities external to DOE. A key part of the target audience will be those who identified needs for the research, and the designated reviewers for the research. Others in the target audience may include DOE nuclear facility operators, designers, and policy-makers. ONSR will also make nuclear safety research results and information available to the general public through its website.

4. RESPONSIBILITIES

4.1. The ONSR project managers:

- establish lists of reviewers and target audiences for each nuclear safety research project
- “push” preliminary results to reviewers and final research reports to the target audiences
- ensure that final research reports and cataloged research are posted on the office’s website.

4.2. Director of the Office of Nuclear Safety Research

- directs the overall management of nuclear safety research projects
- directs the development of the annual report of research projects and the quarterly journal
- directs the establishment and updating of the office’s website

5. REQUIREMENTS

5.1. Determining the target audience for nuclear safety research results.

- 5.1.1. For each research topic, a key part of the target audience will be those who identified needs for the research, the established points of contacts within the two Central Technical Authorities and with nuclear line organizations (NA, EM, SC, NE and RW), and members of the Nuclear Safety Research Review Panel. The process for identifying research needs is covered by DOE Standard Procedure, EH-3x-SP-01.
- 5.1.2. ONSR project managers responsible for projects will develop a target audience list of the above, plus others who might benefit from the projects results. This target audience could include DOE nuclear facility operators, designers, and policy-makers. In cases where cooperation with other agencies has been established for the research, the target audience would include key contacts from those agencies. Project managers will accommodate other requests for final research reports by adding people to the target audience list.

5.2. Disseminating nuclear safety research information to reviewers and target audiences

- 5.2.1. While managing contracted or in-house nuclear safety research, ONSR project managers will provide status reports and interim result information to those reviewing the projects, as detailed in DOE Standard Procedures EH-3x-SP-03.
- 5.2.2. When research is completed and final reports are issued, the ONSR project managers will “push” copies of the final reports (either electronic or hardcopy) to the target audience for the research. In some cases, e-mail or list-server notifications of new website posting of the final reports will suffice.
- 5.2.3. ONSR staff responsible for surveying and cataloging nuclear safety research conducted outside of ONSR will “push” new cataloged research information to target audiences for the specific research topics.

5.3. Disseminating nuclear safety research information to the general public

- 5.3.1. ONSR will make information about contracted, in-house, and cataloged nuclear safety research available to the general public (as well as stakeholders) through a public access website. ONSR will ensure that sensitive material is not made public.
- 5.3.2. The ONSR website will post final reports of contracted and in-house nuclear safety research, along with cataloged information on nuclear safety research conducted outside of ONSR. The website will also post ONSR procedures and the following ONSR periodic reports:
 - Annual report of the research projects and activities of the Office of Nuclear Safety Research. The purpose of the report is to publish what nuclear safety research results are available from the previous year, and to document the contribution of nuclear safety research to DOE’s safety posture.

- A quarterly journal of several technical papers on the results of nuclear safety research. These technical papers would, for the most part, be authored by the researchers themselves and not the ONSR staff.

6. REFERENCES

DOE Implementation Plan to Improve Oversight of Nuclear Operations (in response to Defense Nuclear Facilities Safety Board Recommendation 2004-1), Rev. 1, June 2005

DOE Standard Procedure, EH-3x-SP-01, Identification, Prioritization, and Approval of Nuclear Safety Research

DOE Standard Procedure, EH-3x-SP-02, Surveying and Cataloging Nuclear Safety Research

DOE Standard Procedure, EH-3x-SP-03, Managing Contracted Nuclear Safety Research Projects

7. DEFINITIONS

None.

8. ATTACHMENTS

None.